



TOWN OF HINGHAM

CONSERVATION COMMISSION

APPLICATION CHECKLIST REQUEST FOR DETERMINATION OF APPLICABILITY

Please submit the following information to the Hingham Conservation Commission:

- ☐ Two (2) complete, signed copies of the most recent WPA Form 1, available at <http://www.mass.gov/eea/agencies/massdep/water/approvals/wetlands-and-waterways-forms.html#4>
- ☐ Town of Hingham Wetlands Bylaw Fee (Fees for legal notice will be forwarded to the applicant)
- ☐ A signed copy of the Conservation Commission's Policy on Receipt of Information, available at <http://www.hingham-ma.gov/conservation/bylaws>
- ☐ A brief narrative describing the proposed activity
- ☐ Proof that a copy of the complete application was sent to the MA Department of Environmental Protection, Southeast Office
- ☐ Two (2) complete copies of project plans that include the following information:
 - Location of all known resource areas
 - 50 and 100 foot buffer lines from resource areas
 - 200 foot Riverfront Area, if applicable
 - FEMA Floodplain boundaries, if applicable
 - Location of existing structures and/or vegetation
 - Location of proposed structures and/or vegetation
 - Shortest distance from proposed disturbed areas to known resources
- ☐ Electronic copy of all application materials shall be submitted with application. Applications will not be deemed administratively complete without this material.
- ☐ OPTIONAL
 - Photographs of the property where activities are proposed